

Statewide Consumer Council Meeting Minutes

CCSM Office, 55 Middle St.

Augusta, ME

Date: 3/27/15

Time: 10:00 am – 2:00 pm

Members Present: **x = present** **A = absent (unexcused)** **E = absent (excused)** **ITV = via ITV** **PH = via phone**

E	Ron Welch, Chair	X	Gwen Heath		
X	Dorie Oakes, Vice Chair	X	Donald Laganiere		
X	Karen Evans, Treasurer	X	Jeanne Mitchell		Staff:
X	Cathy Brown	E	Carolyn Noble	X	Simonne Maline, Executive Director
E	Kevin Cleaves	X	Dot Treadwell	X	Melissa Caswell
X	Judy Colomy	X	Jamie Wood	X	Vickie McCarty
X	Kandie Desell			X	Paula Gustafson
X	David Eldridge				

Guests: Ed Scott

Minute Recorder: Melissa Caswell

Next Meeting: 4/24/15

Minutes Approved:

TOPIC	DISCUSSION	ACTION PLAN	PERSON RESPONSIBLE
Welcome, Introductions, Establish Quorum	Members were welcomed, time given for introductions. Quorum established- 11 out of 13 members in attendance at beginning of the meeting.	N/A	N/A
Approval of Minutes from December 2014 SCC meeting	January minutes not completed in time for meeting. This was tabled until next meeting.	Add approval of December minutes to February Agenda Local Chairs send a summary of local meeting to Outreach Coordinator within 5 days of SCC meeting	Executive Director and Coordinating Committee Local Council Chairs

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<p>Review/Vote on Written Reports</p>	<p>The following written reports were reviewed with time given for questions and discussion (All written reports are available upon request.):</p> <p><u>Treasurer’s Report</u> Reviewed Quarterly Report and Profit & Loss Statement for July 2014 to February 2015. Explanation given on hiring of consultant and why some line items go up quickly- due to events that need mileage and have event expenses.</p> <p>Annual Meeting- we paid all expenses and made a small profit because we charged an attendance fee. The profit was put into the fundraising account.</p> <p>Motion made and seconded to accept the treasurers report. Time given for discussion. Motion carried with 10 in favor, no opposition or abstentions (one member out of room at time of voting)</p> <p><u>Executive Director’s Report</u> Group reviewed executive director’s report. Added to BHH forum- forums ended last evening. We are a bit disappointed as very few peers attended the forums. But on the positive side, it gave us an opportunity to talk to providers about encouraging peers to get involved with CCSM.</p>	<p>Inform all peers on mailing list as well as SCC members, local council members, etc. of date of Cemetery Project Dedication Ceremony</p> <p>Send out response and report on Riverview that was received from the DHHS Commissioner</p> <p>Send out information about the Region 1 Homeless Council</p> <p>Complete plan for devised for legislative bill hearing next week</p>	<p>CCSM Staff and SCC members</p> <p>Systems Specialist</p> <p>Systems Specialist</p> <p>Systems Specialist/ Legislative Subcommittee and SCC</p>

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	<p>Peer Support Legislation update given. Reviewed the process that lead us to putting in the legislation Group spent time discussing strategy for our presence at the Legislature when the bill is scheduled to be heard.</p> <p>Update given on Cemetery Project- Memorial is completed and they are waiting to hold a dedication ceremony in July/August. The fundraising goal for this project was exceed as they were looking at renting ceremony items for the event such as tables, chairs, etc. When the Coordinating Committee attended their last SAMHS meeting, they asked them to pay for event expenses and they agreed. When the ceremony date is determined, we will inform everyone and post online!</p> <p>Motion made and seconded to accept Executive Directors Report. Motion carried with 10 in favor and no abstentions or oppositions. (one member out of room at time of voting)</p> <p><u>Outreach/Local Council Activities Report</u> Both Outreach and Local Council Activities report reviewed and time given for discussion. Group acknowledged and welcomed new SCC rep from the Rumford Local Council.</p> <p>Executive Director talked about how joining the local council chair meeting with the Outreach Subcommittee is not meeting the needs of local chairs. In the next few months, she will be attending local council meetings with the Community Outreach Coordinator and start talking about what support</p>	<p>Attend local councils to talk about what supports each local council needs</p>	<p>members</p> <p>Community Outreach Coordinator and Executive Director</p>

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	<p>each local council needs. Executive Director stressed that Outreach should have some folks from each local council attending (doesn't necessarily have to be the Chairperson)</p> <p><u>Subcommittees and Extraneous Workgroups/Councils Report</u></p> <p>Issue Committee: Oral report given. Explanation and discussion on case management alumni program. Response received from SAMHS on Riverview Psychiatric Center issue statement; they sent us RPC report. Vickie will send out report to all members.</p> <p>Region 1 Homeless Council- Explanation given and agreed that Vickie would send out information about this as well.</p> <p><u>Legislative Report</u> Legislative report reviewed and time given for discussion. Discussed strategy for covering the 2 bill hearings that are coming up next week as the Executive Director will be out and the Systems Specialist will need assistance!</p>		
Election of Coordinating Committee Vice President	Voting took place to fill the empty Vice Chair position. Time given for candidate to talk about reasons why they were running and explanation of job duties. Ballots completed and tabulated. Karen Evans was elected as new Vice Chair of the SCC.	Update all documents (paper and online) to reflect Karen Evans as new Vice Chair	Communications & Office Coordinator

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	Since Karen was elected to the Vice Chair position, she will be leaving the Treasurers position vacant. Anyone interested in applying will need to make intentions known to staff within the next month.	Make intention to run for SCC treasurer known to staff within the next month	Any interested SCC member
Conflict of Interest Policy	Group reviewed conflict of interest policy and time given for discussion or to air any concerns. Every year, each SCC member needs to sign off on this policy. Form handed out and completed by each members.	File all signed conflict of interest form	Communications & Office Coordinator
Guest Speaker: Matt Wells, SAMHS Recovery Manager	Matt Wells, the new Recovery Manager for SAMHS, in attendance today to introduce himself. He gave a little background about where he is coming from and what his vision and goals are as the new Recovery Manager. He stressed the importance of receiving feedback from peers. Time given to for Matt to answer members questions. Contact info: Email: matthew.e.wells@maine.gov Office: 287-4274 Cell: 592-4316	Form working relationship with Matt	CCSM
Consumer Community Updates & Announcements	Time given for community updates; None at this time.	N/A	N/A
Public Comment	Time given for guest to provide any comment on the meeting or any concerns they may have. Guest gave brief comments.	N/A	N/A
Meeting Recap, Action Steps, Upcoming Agenda Items	Reviewed task list created at today's meeting. Discussed upcoming meeting agenda items: Governance Guidelines and looking at: Attendance Policy- SCC members	Complete all tasks assigned at today's meeting	All

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	<p>Local Councils- what is meant by a local council being put on hold and how do they go on hold and what is time frame (how long will they be on hold) Voting of Officers- concern about time frame</p> <p>Anyone interested in working on or advising work on Governance Guidelines, please let Simonne know.</p> <p>Executive Director stressed need/obligation to volunteer to help staff out and to participate in Subcommittees. It is each SCC member's responsibility!! Be creative in scheduling time to volunteer; schedule when you are already in town. Be sure to contact the Communications & Office Coordinator beforehand so that she can have a task for you to work on- don't just show up unannounced.</p>	<p>Inform Simonne of interest in working on Governance Guidelines</p> <p>Complete follow-up on all tasks assigned</p> <p>Contact Communications & Office Coordinator if interested in volunteering</p>	<p>Interested SCC members</p> <p>All SCC members</p> <p>Interested SCC members</p>
Check-In & Adjournment	Meeting wrap-up and adjournment at 2:10	N/A	N/A